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Cc: []
Bcc: []
From: CN=Dominic Digiulio/OU=ADA/O=USEPA/C=US
Sent: Tue 9/11/2012 1:25:17 PM
Subject: Re: HASP ANNUAL REVIEW DUE WITHIN THE NEXT 90 DAYS AND OVER DUE ANNUAL REVIEW SEPTEMBER, 2012 REPORT
[Link to HASP SOP](#)

GWERD 2010-038 1 Deep Well Drilling and Groundwater Investigation
 Pavillion, Wyoming 9/16/2012 DiGiulio ARTS

Research conditions have not changed and the HASP is current.

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Date: 09/07/2012 02:01 PM

Subject: HASP ANNUAL REVIEW DUE WITHIN THE NEXT 90 DAYS AND OVER DUE ANNUAL REVIEW SEPTEMBER, 2012 REPORT

Dear Researchers,

One or more HASPs listing you as the Principal Investigator is due for its Annual Review within the next 90 days. These HASPs are listed in numerical order on the attached Tables below and are current as of 9/4/2012. HASP listed on the Way Over Due Table will be marked "inactive" if no 2012 Annual Review is forwarded by SEPTEMBER 27, 2012. This means all work will need to be suspended until a whole new HASP is submitted for full review and approval.

As part of our efforts to make administration more efficient, SHEM is attempting a new email review process for HASPs.

1. Please locate all HASPs in the table requiring your review.

2. Review the listed HASPs to ensure:

- a) the HASP completely describes current research (A copy may be obtained from SHEM if necessary),
- b) the HASP has been reviewed, understood, and signed by all personnel previously and currently participating in the research,
- c) the HASP is present in the RTK station outside each laboratory participating in the research.

3. Based upon your review, reply to this email with:

- a) HASP # or #s (make sure you put the HASP(s)# in the Subject line as well.)
- b) Statement "Research conditions have not changed and the HASP is current." or "Research under this HASP is no longer being conducted and I request the HASP be discontinued."

We also wish to remind you that the SOP governing the HASP process has been revised (SOP 2-1 8/17/2011) as well as a revised HASP format (8/16/2011). A link is provide below for the SOP and the format is attached below.. Please ensure that you use the 8/16/2011 version of the HASP format.

I am also attaching HASP Helpful Hints (updated in June) in the preparation of a HASP or revision.

Call me at X 7904 if you have any questions

Thank you for your cooperation.

Mary

Link to HASP SOP

[attachment "HASP Template Revised8162011.doc" deleted by Dominic Digiulio/ADA/USEPA/US] [attachment "HASPAnnualReviewDue90days942012.docx" deleted by Dominic Digiulio/ADA/USEPA/US] [attachment "HASPsAnnualReviewsOverdue942012.docx" deleted by Dominic Digiulio/ADA/USEPA/US] [attachment "HASPHelpfulHints6132012.docx" deleted by Dominic Digiulio/ADA/USEPA/US]